

CALAVERAS COUNTY SPECIAL EDUCATION LOCAL PLAN AREA

Calaveras County Office of Education
185 South Main Street / PO Box 760
Angels Camp, CA 95221
209.736.6020 FAX: 209.736.6048

Calaveras County Special Education Executive Council

MINUTES

January 10, 2011

I. Call Public Session to Order 9:00 a.m.

Establishment of Quorum
Attendance by Roll Sheet

Executive Council Members:

Mike Chimente, Superintendent
Kathy Northington, Superintendent
Mark Campbell, Superintendent
Julia Tidball, Superintendent
Rick Brewer, Superintendent
Joan Lark
Lou Boitano
Sherri Reusche
Diane Bateman
Jill Bray

Bret Harte Union High School District (BHUHSD)
Calaveras County Office of Education (CCOE)
Calaveras Unified School District (CUSD)
Mark Twain Union Elementary School District (MTUESD)
Vallecito Union School District (VUSD)
BHUHSD Board Member / President
CCOE Board Member
CUSD Board Member
MTUESD Board Member
VUSD Board Member

Staff:

Robin Searway
Jan Kendall
Patty Haskell
Andria Pyle
Claudia Davis
Debbie Koehler
Debbie Scadden

Assistant Superintendent/SELPA Director
CUSD Director of Special Education
Program Manager
Program Manager
Assistant Superintendent, Business Services
Director, Personnel/Administrative Services
Administrative Assistant, SELPA

Absent:

Debbie Koehler

Director, Personnel/Administrative Services

Others:

Please note that there are times when not all attendees sign in at the meeting. I attempt to keep track of any council members that arrive late but this is not always possible. Therefore I depend on the sign in sheet for accurate attendance

II. Approve Agenda

Mike Chimente made a motion to approve the agenda of January 10, 2011. Mark Campbell seconded the motion and it carried unanimously.

III. Public Comment

No public comment.

IV. Flag Salute

V. Consent Minutes

Mark Campbell made a motion to approve the minutes. Mike Chimente seconded the motion and it carried unanimously.

VI. Discussion/Action items

A. Review Dispute Resolution Process Document for Local Plan: Robin Searway shared that a copy of the Dispute Resolution had been sent out to the Superintendents for review prior to this meeting. She has met with John Brophy and discussed the document that came from the 2003 CCOE Local Plan with examples from other SELPAs and the agreed that the 2003 CCOE document was the best example. Robin stated that she was not asking for approval of this document at this meeting, however, she did ask that the council members review it and advise her of any changes that need to be made. Kathy Northington noted a typographical error on the document that needed correction. The council discussed the Dispute Resolution to clarify the process. Robin shared that this will be brought back to a future meeting when the entire Local Plan will be reviewed.

B. Transitioning Early Start Students to Preschool Using NPAs (Re-Agendized from November, 2010): Robin shared that this item was brought back to the council to update them. Andria Pyle reported that at this time two students have successfully transitioned into preschool using the same NPA that they were working with in the home. Using the NPAs to assist in the transition allows our staff to communicate and collaborate with the agencies that have a history working with these students. Andria shared that this process was created to make the student's move from the home into the preschool a smoother transition. She informed the council members that the transition process is taking less time than originally thought, therefore creating a cost savings. Behavioral and Educational Strategies and Training (BEST) and the Central Valley Autism Project (CVAP) are contracted through VMRC and have provided services to these students in the home. We have contracted with them in a fade program to assist with specific students who are going on to our preschool programs. Mark Campbell made a motion to approve the continuation of the transition process. Julia Tidball seconded the motion and it carried unanimously.

C. AU Para Riding Bus to AU Programs: Robin reminded the council members that this item was discussed at the last meeting. It was decided that a having a para ride the bus is a deterrent for behavior issues when the students were being transported between AU programs. CUSD plans to hire a para to ride with the E.D. students on the bus. This individual will be hired on a temporary status until June. Mark Campbell stated that the cost for this para for the year would be less than \$14,000.00 (four hours per day with no benefits). When asked if this rider could be faded, Robin shared that due to the behaviors of the students riding this bus to and from the programs, she sees this as an ongoing need. There continues to be regular meetings between transportation and the AU to discuss any transportation issues or concerns in the county.

After some discussion, the council decided that the salary for the para would be billed back to the AU and Claudia shared that the districts would see less in their pass through due to this bill back. A motion was made by Rick Brewer not to extend the four hour per day para through June of 2011. Mike Chimente seconded the motion and it passed unanimously. This item is to be reviewed in June.

D. **Transportation Cost to SELPA Programs:** Included in Item C.

E. **Local Plan-Governance Section Review:** Robin Searway provided copies of the Governance section of the Local Plan to the council members for review prior to the Executive Council meeting. Robin asked if there were any other changes other than some typographical errors. There were no changes noted and Robin stated that she would meet with Kathy Northington to revise the errors and bring it back to the council at the March meeting for approval.

F. **MOU BETWEEN CUSD AND CCOE RE: SAN ANDREAS PRESCHOOL-** Robin stated that she had a number of discussions regarding severing the MOU between CCOE and CUSD. It needed to be brought before the Executive Council for discussion. There have been a number of meetings between Jan Kendall, Robin Searway, John Brophy and Mark Campbell regarding the issues that continue with the preschool program. Robin is asking to set up a meeting with Mark Campbell, Jan Kendall, Andria Pyle, Kathy Northington, Patty Haskell and herself to discuss this matter.

G. **Additional Preschool Staff through June 2011-** Andria Pyle provided a handout summarizing the preschool update that included current enrollment, current personnel ratios, Kindergarten eligible students and transitioning students. Andria went into detail regarding the handout to the council members. Andria shared that based upon the 2.5 : 1 recommended ratio, personnel requests have been turned in for two temporary aide positions until the end of the school year; (one for Lisa Pohl's class at SAE preschool and one for Diane Reid's class at AME preschool class). If additional students qualify for Cyd Chambers VSE preschool program, we will need to consider another aide for that program as well. These positions are temporary and will be eliminated at the beginning of 2011-2012 if not needed. Robin Searway shared that there is an extraordinary amount of students transitioning into our preschools. Andria has turned in the personnel requests to Debbie Koehler but wanted the approval of the council members. Rick Brewer made a motion to hire the temporary aides for the preschool sites until June 2011. Mark Campbell seconded the motion and it carried unanimously.

VII. **SELPA Directors Report**

Robin Searway reported the following:

Robin provided a copy of a letter to Fred Balcom and Ken Freedlander at CDE regarding our SELPA's appreciation for all of the help and support that Terry DeBoer has provided during the SESR process. The council reviewed the letter and the Superintendents signed and shared their appreciation to Robin for writing the letter.

Robin shared that Terry DeBoer had written an email to her regarding his findings from the SESR documents that have been submitted so far. She also shared that she is concerned that there is no SELPA policy that addresses peer reviewed research. Robin would like to have this added to our Governance Section and will discuss this with other SELPA Directors at the ACSA conference she is attending this week. Robin proceeded to review the email in detail with the council members. She did note that the January 10th timeline is 45 business days for student corrective actions and three calendar months for systemic district level corrections. The student corrective actions can be done at an IEP meeting that will need to be scheduled within the 45 days. Patty Haskell shared that Bret Harte had only minor errors in their paperwork. Research revealed that it is not that the items were left undone, the errors occurred in lack of documentation on the IEP. Terry DeBoer shared with Robin that he will be contacting the districts with his findings on their systemic and student corrective actions. Patty noted that special education teachers have shared the difficulty of running an IEP and having to take notes at the same time. These notes are crucial to the IEP and Patty suggested that the administrators or other team members take notes, working together and sharing the responsibility while each team member presents. Robin reminded the council members that if any IEP team member cannot attend, an excusal form needs to be part of the IEP paperwork. She stated that Terry DeBoer has been very complimentary on the staffs' hard work during this SESR process. Robin shared this process is extremely time consuming and she appreciated how staff had taken as much time as necessary to follow through with each part of the process until completion.

Robin shared that she is aware that at the ACSA meeting there will be ongoing discussion regarding AB 3632. She has a meeting with Behavioral Health Services on January 20, 2011 but suggested that a meeting be scheduled prior to that with Kathy Northington, Robin, Andria and Patty to bring everyone up to speed on the current status of our students. At this time no new referrals are being taken so that we can concentrate on services for students that already have mental health services noted on their IEP's. Each student with mental health services on their IEPs will be reviewed at their scheduled meetings to see if these services can be withdrawn. However, we have been informed that legally if the parent does not want this service removed the service will need to continue. Rita Downs is researching the local providers' willingness to provide services. Claudia explained the funding process in regards to mental health, how much is passed through and reports regarding the expenditures. Robin shared that the direction from the State is not clear at this time. (See attached email from Terry DeBoer, CDE)

Robin explained that she and Andria Pyle will be attending the ACSA Symposium on Special Education this month. She shared that she and Andria will do a presentation at the March meeting to share the information obtained from this conference.

Robin continues to be closely involved with the Transition program, attending all of the IEPs. She believes that this program is progressing nicely. Robin invited Kathy Northington to visit the Transition house. She shared that she visits the program once a week and will let Kathy know when the next visit will occur.

Robin shared that there are some higher level legal disputes continuing. We have not finalized an IEP with an NPS student in Philadelphia. Robin has regular meetings with the program managers to support and discuss any issues or concerns with the districts. The SELPA is also continuing to minimize costs wherever possible. Robin is on a work task force regarding Independent Educational Evaluations and will be meeting with SELPA Directors and CDE representatives in January at the Yolo County SELPA.

Andria Pyle:

- See Item G.

Patty Haskell:

- Patty reported that she had just completed a Pro-ACT training at CUSD for twelve staff members. This is a twenty hour training over three days.
- There will be a Behavior Support Plan inservice scheduled for January 21, 2011 presented by our psychologists here at CCOE.
- The Structured class at Mark Twain currently has ten students with three transitioning to high school
- The Structured Behavior class at Mark Twain currently has eleven students with three transitioning to high school.
- Molly Teale has two students and both will be transitioning to high school.
- The Structured Behavior class at Bret Harte High School currently has eight students and three are scheduled to graduate.

VIII. Finance Report

Claudia Davis shared a handout from the Governor Brown regarding the budget. She stated that the first revision of the budget will be in February, 2011. She will provide information regarding this revision at the March meeting.

IX. Personnel and Payroll Report

Debbie Koehler was unable to attend the meeting. Robin shared that three applicants were interviewed for the Workability Job Coach position at Bret Harte High School. Reference checks will be done soon and a decision will be made shortly thereafter.

X. Comments from Council Members

None

XI. Comments from the Public

None

XII. Advance Planning & Adjournment

The meeting adjourned at 10:36 a.m.

Closed Session

~~There was no closed session held~~

Next Executive Council Meeting

March 7, 2011 9:00 a.m. – 12:00 p.m.

Calaveras County Office of Education Main Conference Room (BHUHSD Hosting)

Any individual, who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the board meeting, should contact the SELPA office in writing.

(Gov. Code 54953.2, 54954.1)